JAG Roster Lock and Student Load

Jobs for America's Graduates (JAG) the National Affiliate overseeing JMG requires us to lock our roster by the end of November. What this means is now that we are in December, we will not be able to remove students from your roster, even if they leave your JMG class.

Although we are no longer able to remove students, many programs have new students that will be adding JMG in the new semester (which is right around the corner). We encourage you to get your students added to your roster as soon as you are sure they are going to stay in the class.

We want data entered in a timely manner. However, not removing students from a roster means we want to make sure those students coming into your JMG class do not then leave in the first week, as second semester schedules work themselves out.

Any senior leaving class after the end of November, whether transitioning at semester or any another reason, we still need to follow them. This includes recording their end of year status (graduation date) and follow-up with them for one year after graduation.

By pushing the data submission date out to late January this should allow us to have a fairly good representation of those students who will remain in your JMG class for the second semester.

Entering New Student Profiles:

1. From the JMG Home select Enter.
2. Select the Profile link from the drop down menu.
3. Select the Roster you wish to add student to (should default to current roster).
4. Enter all student information including: Demographic, Profile, and Barrier Information
5. Click Save to submit student Profile